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|  | <b>JUSTICE CABINET<br/>DEPARTMENT OF<br/>JUVENILE JUSTICE<br/>POLICY AND PROCEDURES</b> | <b>REFERENCES:</b><br><b>505 KAR 1:140</b><br><b>3-JDF-3A-16, 3A-17, 3A-18, 3A-26, 3A-27, 3A-28, 3A-30</b> |
| <b>CHAPTER: Detention Services</b>  |   | <b>AUTHORITY: KRS 15A.065</b>  |
| <b>SUBJECT: Restraints</b>  |   |  |
| <b>POLICY NUMBER: DJJ 713</b>   |   |  |
| <b>TOTAL PAGES: 4</b>   |   |  |
| <b>DATE ISSUED: July 15, 2005</b>   |   | <b>EFFECTIVE DATE: 02/03/06</b>  |
| <b>APPROVAL: Bridget Skaggs Brown</b>   | <b>, COMMISSIONER</b>   |  |

## **I. POLICY**

DJJ staff shall be permitted to use approved methods of defense-oriented physical and mechanical restraints on youth that become aggressive toward self, staff or peers. Use of mechanical restraints shall be permitted to prevent the possibility of serious injury to youth, staff and other youth, or to protect the property of the facility.

The use of fixed restraints is prohibited. The use of chemical agents is prohibited. The use of chemical restraints is prohibited.

## **II. APPLICABILITY**

This policy shall apply to all state-operated detention centers.

## **III. DEFINITIONS**

- A. "Chemical Agent" means an active substance, such as tear gas, used to deter activities that might cause personal injury or property damage.
- B. "Chemical Restraint" means the use of pharmaceuticals to deter activities that might cause personal injury or property damage.
- C. "Fixed Restraint" means the restraining of a youth to a bed with mechanical devices such as fleece-lined leather, canvas or soft rubber restraints. This is commonly referred to as "4- or 5-point restraints".
- D. "Mechanical Restraints" means fleece-lined leather, canvas or soft rubber restraints, handcuffs, chains or anklets, or any other devices approved or authorized by the Office of the Commissioner or designee used to safely and securely limit the movement of a youth's body.

## **IV. PROCEDURES**

- A. Level I Use of Force: Physical Restraint

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1. In the management of aggressive youth, only those skills that are non-punitive in nature and are approved by the DJJ shall be used. DJJ shall be responsible for delivering training to program staff on an ongoing basis.
2. Facility staff as designated by the Superintendent who are required to use physical restraint shall hold current DJJ certification in approved methods of restraint before being allowed to restrain a youth without assistance of another certified staff.
3. Physical restraint shall not be used as punishment and shall be applied with the least amount of force possible.
4. The incident report documenting the use of physical management shall be completed within the timeframes specified in DJJPP 715 and filed in the youth's Individual Client Record. The specific physical restraint technique(s) used shall be noted in the incident report.
5. If an injury occurs in the course of a restraint, prompt medical attention to all injured parties shall be required. Injuries shall be fully documented on the Incident Report and/or First Report of Injury (WC1A-1) Form. The Superintendent shall conduct a thorough review of all incidents involving injury during restraint to determine if such incidents may be avoided in the future.

**B. Level II Use of Force: Mechanical Restraints**

1. Mechanical restraint equipment is intended to be used **only** as a control measure and **only** when all other actions appropriate to the situation have been ruled out. It shall not be intended for, and shall be prohibited for use as, a means of discipline and punishment.
2. Use of mechanical restraints shall be restricted to:
  - a. Gaining control of out-of-control youths as a prevention against serious self-injury, injury to others, or property damage.
  - b. As a precaution against escape or assault during transport.
3. If paragraph one and two of this subsection authorize the use of mechanical restraints, handcuffs on the wrist, a restraining belt, or leg shackles that meet the requirement of Section III.D of this policy may be applied. Minimum force shall be used in their application to reduce the possibility of injury to the youth and to the staff. Cuffs and leg shackles shall be double locked. The use of any other type of mechanical restraint equipment shall require the prior approval of the Office of the Commissioner.

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4. If the issue necessitating the use of restraints is of a medical or psychiatric nature (i.e. therapeutic restraint to prevent self-mutilation or self abuse or to confine the youth's bodily movements) medical and mental health staff shall be notified and involved in decisions regarding intervention. The therapeutic restraint shall be accomplished by the use of fleece-lined leather, canvas or soft leather cuffs or anklets.
5. Youth Worker, Youth Worker Supervisor and other facility staff as designated by the Superintendent who are required to use mechanical restraints shall hold current DJJ certification in the use of mechanical restraints before being allowed to apply the restraints on a youth without assistance of another certified staff.
6. The availability, control, and use of mechanical restraints shall be the responsibility of the Superintendent or designee.
7. The Assistant Superintendent or the Superintendent may grant authorization for the use of mechanical restraints for the purpose of regaining control. However, in an emergency situation the Youth Worker Supervisor may grant approval pending notification of the Facility Superintendent. Staff applying the restraints shall justify that action in a detailed incident report.
8. Mechanical Restraint Inventory Documentation
  - a. Mechanical restraints shall be maintained in a secure location that is accessible only by supervisory staff and documentation maintained providing accountability for their whereabouts and use.
  - b. An inventory of restraint equipment shall be maintained which notes:
    - 1) Number and type of handcuff, leg shackles, restraining belts;
    - 2) Location of handcuffs, leg shackles, restraining belts.
  - c. The Superintendent or designee shall review the mechanical restraint inventory records monthly, ascertain that equipment listed is secured in the locations noted and that the restraint equipment is in proper working condition.
  - d. A mechanical restraint incident log is to be maintained which notes:
    - 1) Name of the staff authorizing the use of the restraint;
    - 2) Number and type(s) of restraint equipment issued;
    - 3) Date and time restraint equipment issued;
    - 4) Name of the staff applying restraint;

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- 5) Date and time restraint equipment was returned.
- e. The Superintendent or designee shall review the mechanical restraint incident log and corresponding reports monthly.
- f. Reusable restraint equipment shall not be used on another person until it is properly cleaned and disinfected. Commercial products shall be available for disinfecting.

## **V. MONITORING MECHANISM**

The Superintendent, Regional Facilities Administrator and the Ombudsman shall monitor compliance with this policy.